

DRAFT MINUTES

STATEWIDE INDEPENDENT LIVING COUNCIL

EXECUTIVE COMMITTEE

Wednesday, January 8, 2014

1 – 3 p.m.

20 Nobert Street, Warren, RI 02885

Phone: (401) 337-5888

Members Present: Madeline Colon, Treasurer; Liz Graves, Secretary & State Plan Chair; Margaret Molloy, NAC Chair; Jack Ringland, Acting Council Chair.

Members Absent: Rick Costa, Council Chair (leave of absence); Vincent DeJesus, 2nd Vice Chair.

Staff Present: Camille Pansa, Administrator; Lisel Rockwood, Assistant to the Administrator.

Public: Rick Costa.

Interpreter: Dorothy Hodge.

Meeting called to order at 1:38 p.m. A quorum was present.

1. Welcome and Introductions: Jack Ringland welcomed everyone and self-introductions were made.

2. Public Comment: Rick Costa stated that he had not received any update from the Ethics Commission. Jack Ringland responded that he had spoken to Amy Stuart, Ethics Commission Staff Attorney, who

was compiling the materials needed to present the case to the Commission. The case is expected to be heard on January 28th.

3. Minutes of December 4, 2013: minutes previously sent. Under public comment the following will be added: Camille Pansa asked Ron Racine and Laurie DiOrio their purpose for attending the meeting. Ron stated that he was concerned that the minutes were not being posted promptly on the website. He came to the meeting to be informed about the content of the meeting. Liz Graves, Secretary, responded that every effort would be made in the future to post the minutes within a week following meetings. A motion was made by Madeline Colon and seconded by Margie Molloy to approve the minutes as amended. Motion passed unanimously.

4. Review January and February calendar:

January 8: Executive Committee 1 – 3 p.m.

January 15: NAC 11 a.m. – 1p.m.

January 22: Finance Committee 12:30 – 2 p.m.

February 5: Executive Committee 1– 3 p.m.

February 12: NAC 12:30 – 2:30 p.m.

The yearly calendar was reviewed. It will be posted on the SOS according to Open Meeting laws and will be sent out to the Council with a reminder that the dates and times are subject to change based on the availability of the interpreter and member preferences.

5. Review of December Quarterly meeting: Jack Ringland reported

that the 704 Report was submitted to RSA. He noted that attendance is vitally important as a quorum is needed to conduct business. He suggested including directions along with the meeting information that is sent to members. Neither Center's Directors attended. It was suggested that the Center's could send a representative to present their respective reports in the event that they are unable to attend or send written reports prior to the meeting. Jack Ringland will contact the Centers and request a post-report to be sent prior to January 31st State Plan Meeting. An updated Council Members and Volunteers list will be sent out by e-mail. Leo Canuel will be asked if PARI is able to host the March 26th quarterly.

6. Reports:

Finance Committee Report: Madeline Colon reported that she is still working on reviewing the 2013 financial records and that she would have more information after the next Finance meeting. Madeline announced that she accepted a new position and will be resigning as Treasurer and Council Member. Her last meeting will be the Finance Committee meeting on January 22nd. Options for a temporary Treasurer were discussed. No decision was made.

State Plan: Liz Graves reported that the process of completing the 704 Report was once again a success. The Committee members submitted their assigned part in a timely manner and the report was ready for approval at the quarterly meeting. The Committee will meet on January 31st. The updated survey will be presented and Liz will report on the SILC Congress (Monitoring and Evaluation of the State

Plan). The committee will discuss the ideas presented, develop an activity/event report form, and review the 1st quarter State Plan Goals and Objectives.

Needs Assessment Committee: No report.

Membership Committee: It was noted that the Council needs to concentrate on recruitment. Camille Pansa suggested ways to recruit such as recruiting in members' communities and events attended, speaking to people on a one-to-one basis, updating the ServeRI website, and placing an advertisement with ServeRI in March and August. Training and mentoring were also discussed for all members and future volunteers. Rapid and on-line courses are available through ILRU; Khan Academy is a great resource for financial information and guidance. Another suggestion was to pair a seasoned member as a mentor to each new recruit.

Chairperson's report: Jack Ringland stated the need to develop contingency plans to help the Council through the recent membership and staff changes. Solutions are needed to attract and retain Council members. Additional Executive Committee members will be needed.

7. Bylaws: tabled.

8. Announcements: An invitation was received to participate in an Autism Conference. The information will be forwarded to the NAC.

Meeting adjourned at 3:30 p.m.

Liz Graves

Secretary